

SAMPLE

CASH AWARD SUMMARY SHEET FOR CASH AWARD THROUGH IMPREST

U. S. FISH AND WILDLIFE SERVICE

CASH AWARD SUMMARY SHEET

EMPLOYEE NAME Jane Doe																					
SOCIAL SECURITY NUMBER 000-00-0000																					
DEPARTMENT IN					BUREAU 15					SUBBUREAU 09					BLOCK 900						
PAY PERIOD TO BE PROCESSD THROUGH PAY/PERS SYSTEM LEAVE BLANK																					
HOURS CODE 30A CASH AWARD \$ 410.00																					
COST ACCOUNT DETAIL																					
1	6	6	0	0	0	0	0	9	8	0	0	0									
01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22
SUBACTIVITY (PROGRAM)				PROJECT (JOB)				CROSS-CHARGED ORGANIZATION					BLANK								
HOURS CODE 66A PAYMENT (OUTSIDE PAY/PERS) \$ 250.00																					
PREPARED BY: (Signature of employee's 1st level SIGNATURE) supervisor or other supervisory official)												DATE: March 26, 1991									
PHONE NUMBER: (FTS) (202) 208-0000																					